



# Indiana Department of Education

SUPPORTING STUDENT SUCCESS

Rule Promulgation Steps  
September 4, 2009

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- Step One: Advisory Board of the Division of Professional Standards files Notice of Intent to Adopt a Rule. (occurred 6/25/09)
- Step Two: Board votes to file a Proposed Rule with Legislative Services Agency. (occurred 9/3/09)
- Step Three: Proposed Rule draft reviewed approved by State Budget Agency and a small business Economic Impact Statement approved by the Indiana Economic Development Corporation.
- Step Four: Department files the Proposed Rule and Economic Impact Statement with Legislative Services Agency on behalf of the Board.
- Step Five: Legislative Services Agency provides an Intended Date of Publication. (response approx one to two days after filing proposed rule.)
- Step Six: Board files a Notice of Public Hearing with LSA.
- Step Seven: LSA publishes Proposed Rule and Economic Impact Statement
- Step Six: IDOE publishes Notice of Public Hearing with the Indianapolis Star Newspaper
- Step Seven: IDOE opens website for written public comment.
- Step Eight: Public hearing for comments. (Must occur no less than 21 days from Step Six)
- Step Nine: Close public comment period. Public comments disseminate to Board.
- Step Ten: Final Rule Adoption by Board. Final Rule is the Proposed Rule plus any changes, modifications, revisions based on public and Board comment.
- Step Eleven: Final Rule to Attorney General for Approval.
- Step Twelve: Final Rule to Governor for Approval
- Step Thirteen: Final Rule Submitted to Publisher
- Step Fourteen: Publisher Receipt for Filed Rule. Rule takes effect 30 days after publication. (Proposed Rule takes effect on July 1, 2010)